State assistance to voluntary organisations

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STATE ASSISTANCE
TO
VOLUNTARY ORGANISATIONS

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Issued on behalf of

THE PLANNING COMMISSION

GOVERNMENT OF INDIA

CONTENTS

	Introduction	3
I.	Ministry of Education and Scientific Research	5
II.	Central Social Welfare Board ..	8
III.	Ministry of Food and Agriculture ..	17
IV.	Ministry of Health ..	21
V.	Ministry of Home Affairs ..	23
VI.	Ministry of Information and Broadcasting ..	24
VII.	Ministry of Labour and Employment ..	26
VIII.	Ministry of Rehabilitation ..	27
IX.	Ministry of Works, Housing and Supply ..	30
X.	Planning Commission ..	36
	Appendices ..	42

EXPLANATORY NOTE

The information contained in this pamphlet is intended for the guidance of voluntary organisations which may like to avail themselves of the various aid programmes under the Second Plan. The terms of assistance outlined here are subject to changes that may be made in accordance with the exigencies of the situation. On no account should these terms be construed as a commitment of expenditure, nor should they be quoted as authority by voluntary organisations when making requests for grants. Each scheme will have to be processed individually by the authority concerned and in accordance with the procedure laid down for the purpose.

INTRODUCTION

Public co-operation and public opinion constitute the principal force and sanction behind planning. A democracy working for social ends has to base itself on the willing assent of the people and not on the mere power of the State. Where the administration and the people feel and act together, the programme gains in vitality and significance. On the other hand, projects of great significance to the economy of a country involving immense financial outlays cannot be implemented successfully unless mass enthusiasm is aroused and active public support enlisted.

The Programme

In recognition of the above facts, the First Five Year Plan recommended a number of measures for enlisting public co-operation. As a result of the working on these measures, the public acquired a significant awareness and sense of partnership in the fulfilment of the Plan objectives. During the period of the First Plan, the monetary equivalent of the contribution made by the people in the shape of voluntary labour, cash and in kind, was roughly of the order of about Rs. 20 crores.

Encouraged by these results, the following measures for public participation and co-operation have been advocated in the Second Plan :—

(1) mobilisation of voluntary effort and local manpower for the completion of Local Works Programmes;

(2) organisation of the students and youths for harnessing their energy in nation-building programmes;

(3) formation of Planning Forums in universities and colleges;

(4) encouragement of participation by village groups, voluntary organisations and other professional associations for the attainment of the physical targets of the Plan;
(5) the small savings movement; and
(6) integrated publicity for the Plan.

Funds

Apart from the funds available with the various Ministries dealing with the above subjects, a special provision of Rs. 5 crores has been made in the Second Plan for Public Co-operation Schemes including a sum of Rs. 1 crore for similar schemes in the sphere of irrigation and power. This provision is intended broadly :

(1) to generate and mobilise public co-operation to achieve the objectives set out in the Plan;
(2) to supplement allied activities of various Central Ministries in their respective programmes in the field of public co-operation; and
(3) to assist non-official, non-political voluntary organisations, already engaged in public co-operation work, in extending their activities so as to secure a wider coverage of population.

Co-ordination Committee for Public Co-operation

In order to launch the above programme effectively, the Planning Commission has been working out essential preliminaries. A Co-ordination Committee for Public Co-operation has been set up to facilitate systematic and integrated action on the part of the State Governments, Ministries of the Government of India and non-political, non-official voluntary organisations.

I. MINISTRY OF EDUCATION AND SCIENTIFIC RESEARCH

1. Assistance for Labour and Social Service Camps

The First Five Year Plan made a special provision for Youth Camps and Labour Services. Such camps create a sense of dignity of manual labour, provide new interests and bring together different sections of the community. Valuable work has been done in this field by the Bharat Sevak Samaj, the National Cadet Corps, the Auxiliary Cadet Corps, and the Bharat Scouts and Guides. It is intended to continue this work during the period of the Second Plan and a provision of Rs. 3 crores has been made for the purpose.

Terms of the Scheme

The scheme should be worked in the following manner :

(1) During the course of their study the students would be expected to spend a reasonable period—extending from six months to a year—in doing such manual work as would be of value to the community.

(2) Schemes of manual work should be worked out through colleges and universities. In the actual working of projects, the Bharat Sevak Samaj and other voluntary organisations should be associated to the fullest extent.

(3) Arrangements for labour service should be related to community needs but up to 25 per cent of the funds provided should be available for extra-mural activities.

(4) Along with manual work, schemes of social, crea-

tive and cultural activities should be encouraged as these are essential in the larger interests of students and in enriching their social life.

Conditions for Grants

The Committee on Youth Camps and Labour Service has laid down the following procedure for the award of grants :

(1) The age of campers should not be below 15 years.

(2) Applications for grants should be sent through the University or the State Government or a recognised voluntary organisation.

(3) The strength in a camp should not be more than 300 or less than 50.

(4) The normal duration of a camp should be four weeks. This condition is, however, relaxable for the autumn and winter vacations during which period the duration of a camp may be two weeks.

(5) The campers should put in about five hours of manual work each day.

(6) Camps for boys and girls should be organised separately.

(7) The camp should be conducted under the charge of a competent organiser who should be responsible for general supervision and satisfactory arrangements in regard to wholesome food for the campers.

(8) The work to be undertaken by the campers should be of a constructive nature such as the construction of roads, clearance of ponds or tanks, repair of old buildings, sanitation drive, etc.

Determination of Grants

Financial assistance admissible for Youth and Student Camps is worked out on the following basis :

(a) For food and incidental expenses at Rs. 2.00 per head per day.

(b) Transport charges on the basis of 3rd class railway or bus fare.

Report of the work done and complete statements of accounts should be submitted to the authority concerned as soon as possible after the camp is over. Officers of the Ministry of Education and members of the Labour and Social Service Camps Committee have a right to inspect the camps whenever they like. Camp participants will work in collaboration with local officers and persons concerned.

Applications for grants should be routed through the Universities or the State Governments. They should be addressed to the Secretary, Ministry of Education, and accompanied by completed forms (supplied free). The Bharat Sevak Samaj and the Bharat Scouts and Guides should, however, submit their requests directly to the Education Ministry.

2. Assistance for Research

The Plan has also made provision for grants to research institutes and scientific societies. The former will be given grants for their recurring expenditure, purchase of equipment and books and for the construction of buildings, etc., while the latter will be given grants for the publication of journals intended for dissemination of information on scientific subjects. The allocation of funds for the purpose will be made from the Plan provision of Rs. 20 crores.

Conditions of Payment

Grants to scientific societies are made on the recommendation of the National Institute of Sciences of India and also on condition that the sanctioning authority is satisfied about their financial standing.

For purposes of actual disbursement, the Accountants General of States, with the concurrence of the Ministry of Finance, have been advised that on receipt of the endorsed copies of the sanction letter from the Ministry of Finance, they should authorise the Treasury Officer to make payment of the grant to the grantee on presentation of bills in T.R.

Form 42 (Appendix I), if they are duly countersigned by the sanctioning authority. The grantee is required to send an audited statement of accounts to the Education Ministry, showing therein that the grant has been spent for the purpose intended, and within the stipulated period. Grants to the extent of Rs. 1.0 lakh or above are made subject to the condition that the account of the grantee will be open to test check by the Comptroller and Auditor General of India, at his discretion. Particulars regarding the conditions for payment of such grants can be obtained from the Secretary, Ministry of Education.

All applications for grants by research institutes, etc., should be addressed to the Secretary, Ministry of Education. They should be accompanied by the following documents: (i) copies of audited statements of accounts for the last three years; (ii) three copies of rules and regulations; (iii) estimates of income and expenditure for the year, and (iv) copies of latest research publications.

Other institutes which are in receipt of regular grant are required to send the audited statement of accounts for the previous year and estimates of income and expenditure for the current financial year. The institutes, at the discretion of the administrative Ministry, can also be asked to send their progress reports at prescribed intervals. The Government of India is represented on the governing bodies of the various major scientific institutes for purposes of inspection work.

II. CENTRAL SOCIAL WELFARE BOARD

Programme of Assistance

Grants-in-aid

(i) The Central Social Welfare Board renders financial assistance to voluntary social welfare institutions for certain well defined purposes which come within the scope of the

Board's programme of financial assistance. To qualify itself to get a grant from the Board, the essential conditions are: that an institution has (i) a regularly constituted Managing Committee; (ii) its bona fides are clearly established; and (iii) it is duly registered. The Board by its constitution is precluded from sanctioning grants to individuals.

During the First Five Year Plan the Board sanctioned grants to 2,186 institutions, amounting to Rs. 75.12 lakhs. During this period, it could not assure regular yearly grants to institutions which had once received a grant. During the Second Plan period, the Board has a provision of Rs. 3 crores for giving regular grants to voluntary institutions.

Grants-in-aid from the Board can be had for the following activities:

(a) *Children's Welfare*
This covers Foundling Homes, Orphanages, Homes for the children of working mothers, creches, equipment for pre-primary schools, children's libraries, infant health centres, etc.

(b) *Women's Welfare*
Institutions for the care and protection of destitute women, Homes for widows and rescued women, etc., Maternity centres and services, Social education centres for women, Women's clubs, Arts and craft centres, etc.

(c) *Correctional and Rehabilitative Services for Delinquents*
Institutions for the care and protection of delinquent children, Hostels for probationers, After-Care hostels, etc.

(d) *Welfare Services for the Handicapped*
Institutions for the care, education and rehabilitation of the physically and the mentally handicapped, schools for children in need of special instruction

(mentally retarded or those who have been under long hospitalised treatment).

(e) *Welfare Services for the Aged and the Infirm*
Residential institutions or service centres for the aged and the infirm.

The Board does not give grants to institutions for administrative purposes or for carrying on research work. Its grants are confined for field work only.

The Ministries of the Government of India and various departments of State Governments also give grants for certain welfare activities, e.g., schools, hospitals, general libraries, youth hostels, etc. In order to ensure that there is no overlapping of grants, the Board has decided not to sanction grants for the under-mentioned activities which come within the scope of the various Ministries and Departments of the State Governments :

(a) Welfare of the Scheduled castes, Scheduled Tribes and other Backward classes;
(The Ministry of Home Affairs has a provision for aiding such institutions. Requests from Harijan institutions are, however, recommended by the Home Ministry which santions adequate grants for the purpose);

(b) Labour Welfare Schemes meant exclusively for the benefit of employees of organisations covered under the Central and States Acts dealing with labour, industry, shops, etc.;

(c) Youth and Students' Welfare Programmes. *viz.*, physical culture and youth camps;

(d) Family Planning Schemes;

(e) Institutions completely or mainly financed by Government departments, Local Bodies or Public trusts;

(f) Services started within the areas covered by Welfare Extension Projects and;

(g) Leprosy and T.B. patients, their treatment and cure. (The Ministry of Health and Health Departments of State Governments have adequate provision for

giving grants-in-aid in such cases. The Board can, however, give grants for the After-Care of such patients).

With growing experience the Board now offers five-year grants to some of the better and longer established institutions, so as to enable them to work out planned programmes for their long-term improvement.

Categories of institutions to whom long-term grants are sanctioned are given below :

Category (i) : *Selected institutions of established standing of ten years or more.* Grants are given for improving the quality and standard of work of such institutions both in their present field, as also for starting any new activities.

Category (ii) : *New institutions undertaking welfare programmes.* It has been observed that there are a good many places in the country where welfare services of any kind are seriously lacking. The social workers in these areas, inspite of all their eagerness and zeal to start these services, are not able to do so for want of initiative and help from any source. The Board has decided to help such workers in setting up new institutions and in getting them registered to fulfil the long-felt needs of such backward areas.

Category (iii) : *Selected institutions of established standing of five years or more but with less development capacity.*

Category (iv): *The institutions of less than five years of standing with little development capacity.*

The maximum grant admissible to an institution under category (i) and (ii) will be Rs. 50,000 and for an institution under category (iii) Rs. 25,000.

Institutions under category (iv) will receive grants from year to year. The ceiling of grant to such institutions will be Rs. 5,000.

Main conditions of grant

(a) An institution must have a regularly constituted Managing Committee ;

(b) It should have suitable assets, including buildings;

(c) It must be able to raise matching contributions for expanding its activities, and meeting expenditure thereon;

(d) It should maintain its accounts in the proper way so as to indicate separately the utilisation of the Board's grant;

(e) It should furnish audited statements of its accounts to the Board; and

(f) Its accounts should be open to inspection by Board's representatives and officials.

Grants to institutions under Category (ii) are sanctioned subject to the following conditions :

(a) The bonafides of the institution should be clearly established;

(b) It should be registered;

(c) It should be in a position to raise the necessary matching contribution and undertake its programmes at the instance of the Central Social Welfare Board or with its prior approval;

(d) It should establish the need for starting such programmes in a particular area; and

(e) It should ensure the availability of trained personnel to run the new scheme.

Grants for building and purchase of vans are sanctioned to such institutions under category (iv) as have to their credit welfare work of some years. Building grants can be utilised for construction, additions, alterations, repairs, etc. The buildings so constructed can be used only for conducting specific welfare activities. The institution should spend an equal amount on construction, repair work, etc., from its own resources, over and above its normal average expenditure.

Similarly the van purchased with the Board's grant is to be utilised (i) in furtherance of the programmes of social welfare; (ii) to purchase necessary equipment for the van and (iii) maintain and run the van.

It has to give an undertaking to the effect that if the van is not used for the furtherance of welfare programmes

the Board will have the right to recover the amount of grant sanctioned.

Institutions in categories (i) and (iii) will have to maintain their normal expenditure at a level at least equal to the amount of the grant, those in category (ii) will have to undertake a programme 1½ times the size of the grant.

Grants are also sanctioned to hostels for working women, upto a maximum of Rs. 15,000 a year. The maximum grant is, however, sanctioned only to those institutions which give hostel facilities for 100 or more inmates. Those which give facilities for a smaller number will get smaller grants. Initially, it was decided that, in order to get a grant for this purpose, hostel facilities should be provided for a minimum of 25 inmates. It has now been decided that small grants may be given to those providing facilities for 10 or more hostels. Inmates should only be those whose income ranges from Rs. 50 to Rs. 200 a month.

The grants will be sanctioned from year to year, and can be used only for the following purposes :

(a) Either constructing a new building or making additions to a new building, or, where the hostel is in a rented building for meeting the difference between the rent paid by the institution and the rent realised from the inmates.

(b) For the pay of a matron or a supervisor, and

(c) for the provision of recreational facilities.

Hostels for the blind and subsidised workshops for the blind are also eligible for getting grants from the Board.

Procedure

Applications from voluntary institutions are first considered by the respective State Social Welfare Advisory Boards and forwarded to the Central Board with their recommendations on every application. Every institution has to send its application in duplicate to the respective State Board, and one copy to the Central Board.

Branches of All India and Regional Organisations must bear the recommendations of their Central Offices. Each applicant institution is visited by a member or members of the State Board before it is recommended for a grant. Copies

of application forms can be obtained free from the State Social Welfare Advisory Boards.

The Central Board considers the applications recommended by State Boards twice a year. One meeting is held in February or March, and the other in July or August. Grants to institutions under category (iv) are considered only at the February-March meeting and long-term grants are considered at both the meetings of the Board.

It is necessary that the application of an institution reaches the respective State Board at least three months in advance of each meeting of the Central Board.

After the Central Board has sanctioned a grant, the institution is asked to accept certain specified conditions of grant, and to send estimates of expenditure on approved purposes. An institution desirous of getting the purpose of the grant changed or the period of utilisation extended, must have the prior approval of the Central Board. Where a part of the grant is released to an institution which has not yet been registered, the institution must take steps to complete its registration. Accounts of the previous grant should be furnished before the release of the subsequent grant. The accounts may be unaudited in the first instance, but should be duly audited thereafter by a Chartered Accountant.

New Schemes

The Board has brought recently within its scope the grant of financial assistance to the following types of new activities :

(i) *Condensed courses of training for women in the age-group 20 to 35 years.* This is to enable the women in this age-group to attain within a year or two the minimum educational qualification of 8th class or vernacular final, to enable them to get training as Gram Sevikas, midwives, etc., for working in the Welfare Extension Projects.

(ii) *Provision of gainful employment for destitute women by starting small production units.* The details of this scheme have not yet been worked out.

(iii) *Welfare work in Gramdan Villages for women, Children and the physically handicapped.* The Central Social Welfare Board will give grants-in-aid to such agencies for carrying on this work in Gramdan Villages on the same pattern as it is giving grants to organisations for various other activities.

Welfare Extension Projects in Rural Areas

This scheme aims at extending welfare services to rural areas for the welfare of women, children, and the handicapped. It envisages sponsoring a network of services wherever they do not exist and supplementing the welfare activities already in hand of other Governmental agencies. Out of the Plan provision of Rs. 14 crores for the schemes of the Central Social Welfare Board, Rs. 8.5 crores have been earmarked for this activity. Some projects have been offered to single welfare agencies.

The present pattern of a Welfare Extension Project is that it will be opened in an N. E. S. Block taken up for intensive development as a C.D. Block. The welfare services for women, children and the handicapped in a C. D. Block will be attended to by a Welfare Extension Project. The expenditure on a Welfare Extension Project of this type will be borne equitably by the Central Social Welfare Board, the State Governments, and the Ministry of Community Development. Local contribution will also be invited. The ultimate aim is that this work should be continued and administered by the local population themselves. Voluntary institutions can help by strengthening and enriching these programmes, and building up interest and leadership. No financial assistance is, however, given by the Central Social Welfare Board for this additional work.

In the Second Plan the provision for a Welfare Extension Project for three years will be Rs. 79,690, excluding local contribution. The Central Social Welfare Board's share will be Rs. 53,067, and the State Government's share Rs. 26,533. The amount raised by local contribution will be in addition.

Pilot projects (Urban)

Like the rural Welfare Extension Projects, the Board felt the need for starting similar welfare schemes for urban areas. It has, therefore, been decided to set up 100 pilot projects of this nature. For this, a sum of Rs. 25 lakhs has been ear-marked as the Board's contribution for the remaining period of the current Plan. The urban projects will cater to the welfare of all age-groups of men and women, taking the family as a unit. Each pilot project would cover nearly 500 families, benefiting about 2,500 individuals.

The intention is to entrust as many of these projects as possible to single agencies. Organisations intending to take up such projects should send an application to the Central Social Welfare Board giving a detailed scheme and a detailed budget for completing it. While the nature of the programme and the size of the maximum grant from the Central Social Welfare Board would remain unchanged, any reasonable modification either in the programme pattern or budget provision could be made, if considered necessary.

Urban Family Welfare

The urban family centres are intended to provide gainful work to women of lower middle class famillities to enable them to supplement their family income. The scheme was sponsored by the Central Social Welfare Board at the instance of the Ministry of Commerce and Industry. Industrial Co-operatives for running match factories have since been set up in Delhi, Vijayawada, Hyderabad and Poona.

The Ministry of Commerce and Industry provides financial assistance to such centres by sanctioning loans and grants, and also making available all technical assistance. There are other industries also envisaged under this scheme. These are garment making, toy-making, fruit preservation, embroidery, etc. During the remainnig period of the second plan, it is not intended to set up any more match factories, but to start other industries on the pattern given above. The establishment of such factories will, however, depend on the recommendation of the Central Social Welfare Board.

After-Care

The two Advisory Committees appointed by the Central Social Welfare Board in December 1954, under the chairmanship of Lady Rama Rao and Shri M. S. Gore, submitted their reports on the problem of Social and Moral Hygiene and After-care. An inter-departmental committee consisting of representatives of the Central Social Welfare Board and various Ministries and the Planning Commission formulated a workable programme on the basis of these recommendations, which were accepted by the Government. It is intended to set up five types of Homes at the State level under this scheme. They will house persons discharged from correctional and non-correctional institutions. There will be separate Homes for men and women which again will have separate sections for young persons between the age of 16 and 21 years. There will also be District Shelters, one shelter covering two districts.

The keynote of the programme is the economic rehabilitation of fallen men and women. This will be achieved by setting up production units attached to State Homes, each production unit having an employment capacity upto 500.

The voluntary institutions will be invited to play their role in this field as by working on the Managing Committees of Homes and participating in their day to day working.

III. MINISTRY OF FOOD AND AGRICULTURE

1. Training of Non-official Personnel in Co-operation

A target of training nine lakhs of non-official persons in co-operative movement has been laid down under the Second Five Year Plan.

Conditions of Grant

The various activities of non-official organisations in

education for co-operation are co-ordinated by the All India Co-operative Union, 72 Jor Bagh Nursery, New Delhi, which is given a block grant in cash for this purpose by the Ministry of Food and Agriculture. The applications for grants should be addressed to the Ministry of Food and Agriculture, (Department of Agricultural Co-operation Division). The scheme for which the grant is asked for should be given in all possible detail. The progress report of the work is required to be submitted to the Ministry of Food & Agriculture every month.

2. Gosadans and Cattle Shows

With a view to encouraging private institutions such as Goshalas, Pinjrapoles, Gosadans etc., in undertaking the humanitarian task of looking after the old unproductive and useless cattle and relieving the economic pressure on the limited resources of available cattle feed and fodder, the Government has decided to subsidize 75 per cent of the additional expenditure (recurring) incurred by them in establishing and maintaining such institutions, the remaining 25 per cent being borne either by the institutions concerned or by the State Government or jointly by both, according to local conditions and circumstances.

Conditions of Grant

Private institutions in order to qualify for financial assistance have to fulfil the following conditions :

1. The schemes should follow the prescribed model in so far as local conditions permit. Copies of the model scheme can be obtained from the Secretary, Central Council of Gosamwardhan or the State Government concerned.
2. Only unproductive and useless cattle should be maintained at the Gosadan.
3. Male animals in the Gosadan should be castrated.
4. Animals should be kept on natural grazing and not on purchased fodder.

5. The Gosadans should be run by the institutions concerned subject to the administrative and technical control of the State Government.
6. The cost of land or existing building will be excluded from the amount available for subsidy.
7. The payment is made in instalments on the basis of actual expenditure.

Applications should be addressed to the Ministry of Agriculture, Government of India, with copy to the State Government. The Government of the State within whose jurisdiction the institution is proposed to be located will examine proposals for financial assistance and forward them to the Central Government with its recommendations. The institutions can seek further advice and guidance in this connection from the Secretary, Central Council of Gosamwardhan, Ministry of Food and Agriculture.

Assistance on similar lines is also available to the All India Cattle Show Committee for which a financial provision of Rs. 16.10 lakhs has been provided in the Second Plan.

3. Research on Agro-economic Problems

The Ministry of Food and Agriculture aids institutions engaged in research on agro-economic problems. The financial provision during the Plan period for the purpose is Rs. 38.4 lakhs.

Conditions of Grant

The institutions desiring aid under the above head should submit their applications to the Ministry of Agriculture along with their accounts and progress reports for the previous year. The maximum amount of grant admissible will be one-fourth of the provision of each Centre. The progress report is required to be submitted to the Ministry on 1st April, 1st July, 1st October & 1st January of every year.

4. Research in the Eradication or Control of Weeds

The Indian Council of Agricultural Research gives grants-in-aid to selected non-official institutions for undertaking approved research in the control of weeds effecting food crops. A sum of Rs. 0.93 lakh has been provided in the plan for the purpose.

Conditions of Payment

1. The grant should be exclusively utilised for the scheme for which it is meant.
2. The initial expenditure should be met by the institution, from its own resources. The expenditure is later reimbursed by re-appropriation of funds from the Union to State budget.
3. The institution receiving grant should submit a regular report on the progress of its work each year to the Ministry.
4. The institution should be open to inspection by the technical officers of the Ministry.

Applications for assistance to new schemes or extention to current schemes should be submitted to the Secretary, Indian Council of Agricultural Research, through the State Government. The progress report is to be submitted annually.

5. Advanced Studies on Arecanut

The Ministry of Food and Agriculture renders assistance for research in the plantation of arecanut. The Indian Central Arecanut Committee, Kozhikode, conducts research in this field as also co-ordinates similar programmes of other organisations, such as universities, research institutes, co-operative societies, etc. All applications for financial aid by private institutions must be addressed to the Secretary, I.C.A.C., Kozhikode.

6. Production of Technical Literature on Sugar Industry

The Directorate of Sugar and Vanaspati in the Ministry of Food and Agriculture, Government of India, gives financial aid to the Sugar Technologists Association, Kanpur for subsidizing the publication of technical literature on the sugar industry. The financial allocation for the purpose during the Second Plan is Rs. 0.10 lakh.

IV. MINISTRY OF HEALTH

Assistance for Family Planning

The programme of Family Planning has been drawn up for starting family planning clinics in urban and rural areas and for creating awareness among the people about the necessity for family limitation in the interest of the welfare of the families and the development of the country.

A plan provision of Rs. 490 lakhs (Rs. 400 lakhs at the Centre and 90 lakhs in the States) has been made for the purpose.

Conditions for payment

No grants for opening new clinics will be given if a clinic already exists in the area serving a population of 50,000 if urban and 6,000 if rural.

The payment of grant to voluntary organisations is made under intimation to the State Government concerned on a bill prepared in Form T.R. 42 and countersigned by the Director-General of Health Services, through the local treasury of the place where the organisation is located. The organisations receiving the grant have to undertake work according to the programmes and patterns approved by the Ministry of Health and to provide service free of charge to the people attending the clinic. They are further

required to utilise the grant-in-aid for the specific purpose intended. The organisation is also required to submit an audited statement of accounts together with a report on the working of the scheme at the end of each financial year and to send progress reports half-yearly. Grants will not be renewed if the progress is not found to be satisfactory. The organisation to which a grant has been paid may be required to refund the amount if the work is not started within four months of the receipt of the sanction. If the progress is found satisfactory continuation grants may be sanctioned for a year in advance.

All applications for grant should be addressed to the Director-General of Health Services, New Delhi, through the State Government concerned with recommendations about the bona fides and financial position of the organisation, the need for the opening of additional clinics and the suitability of the organisation to undertake the programme. The applications should also be accommpanied by the following documents :

(i) copies of the audited statement and accounts; and

(ii) annual report of the organisation for the previous year. The accounts of the organisation shall always be open to inspection by Government authorities or the auditors of the Comptroller and Auditor General of India.

Training of Health Personnel for the Community Development Programmes

The programme is intended to meet the increasing demand for health personnel in connection with the expansion schemes of the Ministry of Community Development. Necessary budget provision for the scheme has been made in the State Plan.

Conditions for payment

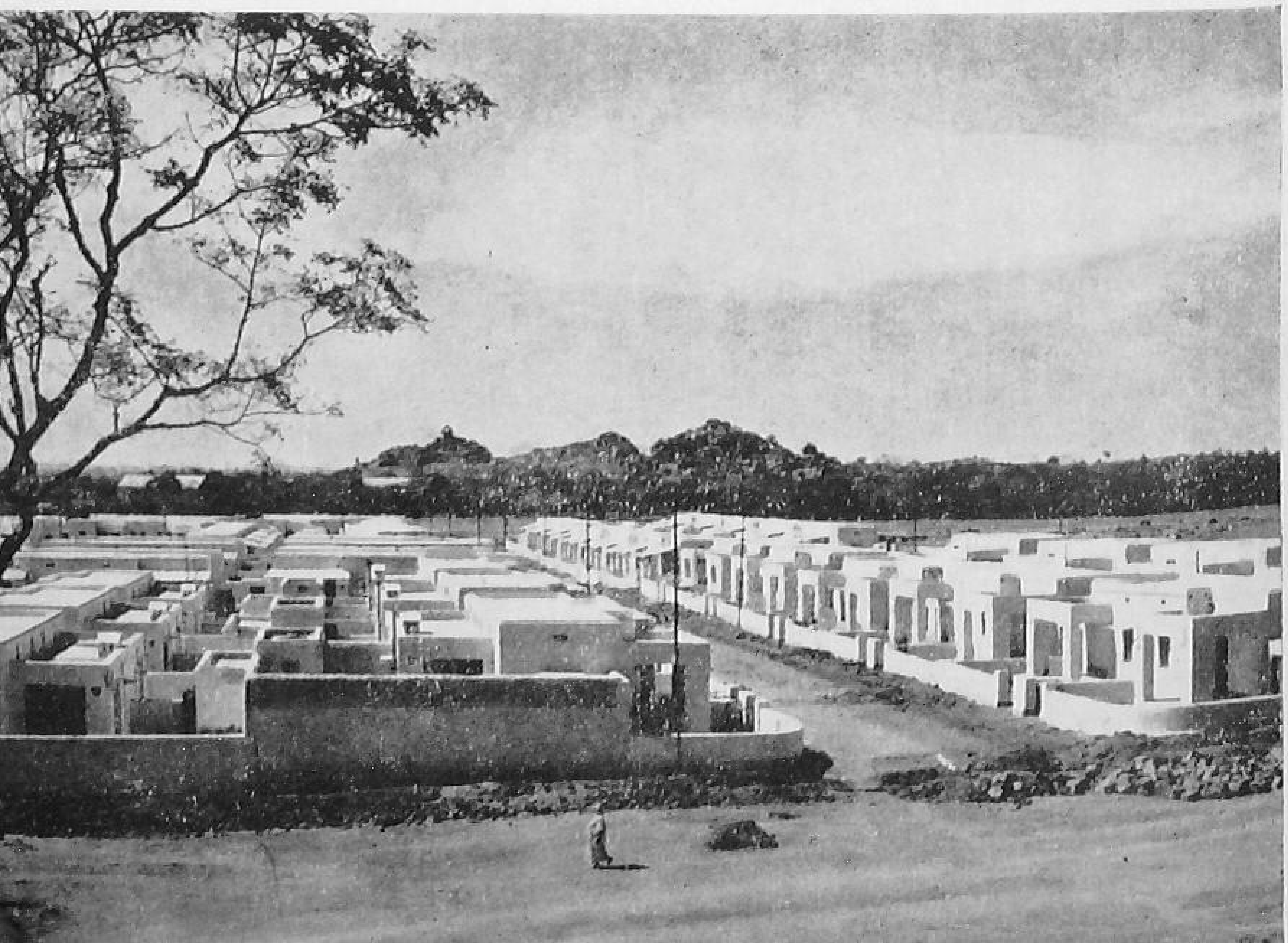
The proposal for grants-in-aid for the training of Auxiliary Nurses|midwives should be sponsored by the State Governments. The detailed particulars and pattern of Central assistance are available with all the State Governments.

Distributing milk to poor children

Vagrant boys receiving training in physical education

Refugees from East Pakistan learning handloom weaving

A Housing Colony for industrial workers in Hyderabad



Toy making by refugee women

Members of a Youth Camp engaged in road building

A social education class

Harijan children receiving training in carpentry

The request for grant should be sponsored by the State Government on the proforma supplied by the Ministry of Health. Progress reports are required to be submitted to the Director-General of Health Services.

V. MINISTRY OF HOME AFFAIRS

The Ministry of Home Affairs holds charge of publicity and propaganda for the removal of untouchability and welfare of backward classes including scheduled tribes and other backward classes. During the Second Plan a sum of Rs. 70 lakhs has been provided under Centrally sponsored programmes :

Rs. 50 lakhs for non-official organisations working for the amelioration of the condition of scheduled castes, ex-criminal tribes and other backward classes.

Rs. 20 lakhs for the organisations working for the welfare of scheduled tribes.

Institutions Eligible for Grant

Organisations working for the removal of untouchability or for the welfare of backward classes or tribes can approach the Union Home Ministry for financial assistance. Applications should be addressed to the Secretary, Ministry of Home Affairs, Government of India, in case the organisation seeking aid is an All India body. Other organisations should send their applications to the State Government concerned which will examine them and make its recommendations to the Central Government. Institutions coming up to the Government for grant-in-aid for the first time should also submit along with their applications copies of their constitution, details about their financial standing, past activities in regard to welfare work, their branches and such other information as may enable the Government to take a decision in the matter.

Conditions of Grant

(1) The funds sanctioned as grant-in-aid for the removal of untouchability should be spent in the rural areas.

(2) The funds should not be used for party, political or anti-Government propaganda. If it is found on investigation that this has been done, further grants will be withheld and those already sanctioned recalled.

(3) The volunteers to be engaged on propaganda work should be drawn both from Scheduled and non-Scheduled Castes, and their names should be submitted to the Government for approval.

(4) An advance equivalent to 25 per cent of the grant allotted will be paid to the organisation after the scheme submitted by it and personnel selected to run it are approved by the Government. The balance of the grant will be paid in instalments on the receipt of accounts.

(5) The organisation will submit to the Government of India detailed report on the work done by it, along with a statement of accounts audited by a registered auditor.

(6) The organisation will raise by voluntary contribution an amount equal to at least 20 per cent of the amount allotted to it by the Government.

(7) It will submit to the Government quarterly progress reports on the schemes undertaken by it.

(8) It will permit inspection of its work by Government officers and also consider their suggestions for improvement.

(9) It will agree to take a nominee of the Government on its managing committee.

VI. MINISTRY OF INFORMATION AND BROADCASTING

1. Publicity for Five Year Plan

To associate the people with the publicity of the Plan and to disseminate information regarding the constructive

activities of voluntary non-official organisations such as the Bharat Sevak Samaj in the task of mobilising the resources of the nation for the success of the Plan, the Ministry of Information and Broadcasting has made a provision of Rs. 32 lakhs during the Second Plan.

Conditions of grant

(1) The amount of grant should be spent on the specific items for which it has been sanctioned.

(2) The exact nature of publicity and the scope of work undertaken under each scheme should be made available to the Ministry. For this purpose, working reports for each scheme should be forwarded.

(3) The statement of actual expenditure indicating items of recurring and non-recurring expenditure should be submitted to the Ministry. This should be followed by an audited statement of expenditure.

(4) In case of brochures, pamphlets and bulletins, etc., the number of copies printed and the distribution lists should be made available to the Ministry and the topics selected should be such as are not covered by the Publications Division of the Ministry. Copies of publications should also be supplied to the Ministry.

(5) The accounts of the organisation should be open for a test check by the Comptroller and Auditor General of India, at his discretion.

Procedure

Applications for grants-in-aid should be submitted by the institutions directly to the Secretary, Ministry of Information and Broadcasting, Government of India. These should be accompanied by complete details of the publicity programme envisaged and its financial implications. No particular form is prescribed for the submission of applications.

Grants-in-aid are sanctioned to the Bharat Sevak Samaj on a quarterly basis. The amount of grant sanctioned

can be drawn direct from the Accountant General on production of a bill in the usual form signed by a representative of the organisation and countersigned by the Under Secretary, Ministry of Information and Broadcasting. Other institutions are given grants on an *ad hoc* basis.

2. Children's Film Society

The Ministry of Information and Broadcasting also renders financial assistance to the Children's Film Society which aims at producing educative and entertaining films specially for the benefit of children and adolescents. A financial provision of Rs. 20 lakhs been made in the Plan.

Conditions of Grant

(1) The grant sanctioned should be spent specifically on the production of films for children.

(2) The Society should submit to the Ministry a monthly statement of actual expenditure incurred by it on the production of each film, separately. At the end of the financial year, it should further submit an audited statement of expenditure to the Ministry.

(3) The accounts of the Society should be available for test check and inspection by the Comptroller and Auditor General of India.

(4) The grant-in-aid is sanctioned subject to the satisfaction of the conditions laid down in paras 206-210 of the General Financial Rules.

VII. MINISTRY OF LABOUR AND EMPLOYMENT

Coal Mines Labour Welfare Organisation

The Ministry of Labour and Employment renders assistance for promoting the welfare of labour employed in the coal mining industry including housing and the pro-

vision of dispensary services, etc., for which a provision of Rs. 52.13 lakhs has been made in the Plan.

Conditions for Payment

The payment of a grant is made direct to the organisation concerned on the conditions stated below:

(1) The work for which the grant is made should be duly and promptly executed and the money actually utilised for the specific work intended.

(2) The data on the basis of which the grant is calculated should accord with facts.

(3) The particulars which the Central Government may require from time to time should be promptly supplied.

(4) Proper accounts of the money granted should be kept and submitted for audit by such person or persons as the Central Government may authorise.

Applications for grant should be addressed to the Coal Mines Welfare Commissioner, Dhanbad. These should be accompanied by necessary information in support of the statements made in the application. The progress report on the work should be submitted to the same authority after the work is executed.

VIII. MINISTRY OF REHABILITATION

1. Medical and Cultural Facilities for Displaced Persons

The Rehabilitation Ministry helps a large number of medical and cultural institutions like Sir Ganga Ram Trust Society, Delhi, Sewak Ram Trust Society, Jullundur, Dayal Singh Library Trust Society, Delhi, Child Guidance School Society, New Delhi, etc., which cater in a large measure to the needs of displaced persons. The financial provision for the purpose during the plan is Rs. 3.99 crores.

Conditions of Grant

(1) Institutions applying for grant should be registered bodies catering primarily to the needs of displaced persons.

(2) Grants-in-aid are sanctioned for (i) purchase of land (ii) purchase of equipment and (iii) construction of buildings. Where a grant is sanctioned for the last purpose, the work has to be executed by the institution concerned and it is required to submit a monthly report on the progress of building work and the expenditure incurred thereon.

(3) Any portion of the grant which is not actually expanded has to be notified and surrendered to the Government.

Procedure

All applications for grant are to be made by the institutions concerned and addressed to the Ministry of Rehabilitation, Government of India. The latter, if necessary, calls for a report and recommendation from the State Government concerned on the work of the institution. The applications should be accompanied by audited statements of accounts and the annual report of the institution.

2. Educational Facilities for Displaced Students

Education of displaced students from West and East Pakistan has been an important assignment of the Rehabilitation Ministry. In co-operation with the State Governments, it has helped in the establishment of new schools for the benefit of displaced children by giving financial aid to disrupted and other institutions, besides freeships, stipends and grants to individual displaced students in India and abroad. A financial provision of Rs. 374.40 lakhs (including direct aid to displaced students and grants-in-aid to educational institutions) has been made in the Plan for this purpose.

Conditions of Grant

(1) The payment is made through the State Government to institutions, disrupted as well as non-disrupted. The latter are given grants-in-aid at the maximum rate of Rs. 50 per displaced student in the case of colleges, and Rs. 25 per student in the case of High Schools. This payment is made only to such institutions as have more than 50 per cent of displaced students on their rolls. The disrupted institutions are given grants according to a formula prescribed by the Rehabilitation Ministry.

(2) Both disrupted and non-disrupted institutions claiming grants should be registered bodies.

(3) The payment of grants due to each institution is spread out over the entire period of the Second Plan.

(4) In case the grant is sanctioned specifically for the construction of a building, it should be spent as such and not be reappropriated under any other head. The building grant is made through the State Government in instalments according to the progress of construction work.

(5) Grants sanctioned for educational purposes should be utilised within one year of receipt of the grant.

(6) Institutions in occupation of evacuee properties are not paid grants in cash; the same is adjusted against the value of their properties.

Procedure

Applications for grant should be made by the institutions concerned and sent through respective State Governments to the Ministry of Rehabilitation, Government of India. No grant is sanctioned without the recommendation of the State Government concerned in the form prescribed for the purpose. The same authority also makes arrangements for the periodical inspection of the institutions concerned.

IX. MINISTRY OF WORKS HOUSING AND SUPPLY

1. Houses for Low Income Group

To enable persons in the low income sector to build and own houses, the Ministry of Works, Housing and Supply have sanctioned a scheme known as the Low Income Group Housing Scheme. This scheme is open to persons whose income does not exceed Rs. 6,000 per annum. The financial provision for the purpose during the Plan is Rs. 40 crores.

Conditions for Disbursement

The operational agencies for the Low Income Group Housing Scheme are the State Governments. All applications for the advance of house building loans are to be addressed to them. These should be accompanised by specifications, estimates and lay out, etc., in detail. The maximum advance which can be sanctioned under this scheme is 80 per cent of the actual cost of the house including the price of land, subject to a maximum of Rs. 8,000 in case of individuals and Rs. 2,000 per house (Rs. 3,000 in the case of Bombay and Calcutta), for houses constructed by local bodies for housing low paid employees. Central assistance under this scheme is advanced to State Governments which in turn pass it on to individuals or co-operative house building societies or housing finance corporations or educational co-operative trusts or hospital societies, etc., on such terms and conditions as they consider appropriate. The State Governments can also build houses directly and sell them later to co-operatives or persons belonging to the low income groups. The money advanced under the scheme is recoverable from the loaness in 30 equated annual instalments including interest at 4½ per cent per annum.

2. Houses for Industrial Workers

To provide more and better houses for industrial workers and to relieve congestion and overcrowding in industrial areas, the Subsidised Industrial Housing Scheme has

been sanctioned by the Government of India. This scheme is applicable to workers governed by the Factories Act and also to mine workers (other than those employed in coal and mica mines), governed by the Mines Act. The financial provision under this scheme is Rs. 45 crores in the Plan period (including financial assistance to State Governments for the purpose).

Conditions of Grants

The scheme is administered by the Ministry of Works Housing and Supply, New Delhi. Full particulars regarding this scheme are contained in a pamphlet entitled "Government of India—Subsidised Housing Scheme for Industrial Workers", copies of whish are obtainable from the Manager of Publications, Civil Lines, Delhi, on a nominal payment of annas eight.

The broad outlines of this scheme are as follows:

(1) Assistance in the form of subsidy and loan is available to co-operatives of factory workers or to employers on the total admitted or actual cost of construction, whichever is less, on the following basis:

	Subsidy	Loan
Private Employers	25%	37½
Co-operatives	37½%	50%

(2) Payment of loan is made in instalments related roughly to the progress of construction, on the following basis:

Private Employees:

1. 25% when construction reaches plinth level
2. 50% when construction reaches roof level.

3. 25% on completion of the project.

Co-operative Societies:

1. 33 1/3% when construction reaches plinth level.
2. 66 2/3% when construction reaches roof level.

Subsidy is paid on the following basis:

Private Employees:

1. 20% on completion of the project.
2. 80% on receipt and acceptance of audited accounts.

Co-operative Societies:

1. 66 2/3% on completion of project.
2. 33 1/3% on receipt and acceptance of audited accounts.

(3) The rate of interest charged on loans is 4½ per cent in the case of workers' co-operatives and 4¾ per cent in the case of employers.

(4) Loans are recoverable from workers' co-operatives in 25 equated instalments and from employers in 15 such instalments.

(5) Every employer receiving assistance under the scheme will have to enter into an agreement with the Government of India and will also have to execute a mortgage deed in respect of the property constructed with Governmental assistance in the form prescribed under the scheme.

(6) The co-operative societies will enter into a similar agreement with the State Government concerned.

Procedure

All applications for assistance under the scheme should be addressed to the Secretary, Ministry of Works, Housing and Supply, Government of India. These should be accompanied by a completed questionnaire prescribed for the purpose, the building plan, specifications of constructional work, detailed estimates of the cost of building and the development of land (in case the latter is not already developed), and a copy of the Memorandum and Articles of Association (in case of employers) and the by-laws (in case of co-operative societies). No application is considered without the recommendation of the State Government concerned and no payment of aid is sanctioned unless the work has been inspected by the officials of the C.P.W.D.

After the building programme is over, the State Government sets up a Committee representing the employers and workers with a Chairman nominated by it to determine the rules of allotment and fixation of rent, etc., in respect of buildings constructed by employers.

3. Houses for Plantation Labour

The Government of India have sanctioned another scheme for granting loan assistance, at reasonable rates of interest, to small planters, who are unable to provide suitable houses to their resident labour, due to paucity of funds. The Plan provision for the purpose is Rs. 2 crores.

Conditions of Grant

(1) Assistance in the form of loans is given upto 80 per cent of the actual cost of construction of houses (excusive of cost of land subject to a maximum of Rs. 2,000 per house for houses in North India and Rs. 1,600 per house for houses in South India. The balance of the cost of houses is to be borne by the planters themselves.

(2) The loans are advanced through State Governments against adequate security. These are recoverable in 30 equal annual instalments including interest

at $4\frac{1}{2}$ per cent per annum, the repayment commencing two years after the disbursement of loans.

(3) The houses to be constructed by the planters must have two rooms each in the case of North India, and one room each in the case of South India, in addition to the kitchen, etc.

(4) Adequate arrangements should be made for proper roads, path ways, drainage, sewage, street lighting, etc., in accordance with the standards laid down by State Governments.

(5) The amount of loan may be withdrawn or suitably curtailed in case there is no substantial progress in construction even after six months of the date of advance of the central loan.

Procedure

The form of application to be submitted by Planters is prescribed by the State Government which also supplies other details of the scheme. The same authority also prescribes detailed standards regarding the construction of houses. On the recommendation of the Tripartite Boards constituted under the Plantation Labour Act, 1951, it also frames detailed rules for the administration of the scheme and for determining which of the planters should be regarded as 'small' to entitle them to receive loan assistance.

4. Slum Clearance

The Ministry of Works, Housing and Supply have also sanctioned a scheme to assist State Governments and Local Bodies in the task of clearing up the slum areas, by providing them with subsidies and loans. The financial provision for the purpose is Rs. 20 crores.

Conditions of Grant

(1) Assistance in the form of subsidy and loan is granted by the Centre to State Governments on the following basis :

Subsidy: upto 25 per cent of the approved cost of a project

Of this 50 per cent is payable when essential services have been provided, 40 per cent on completion of the project and 10 per cent on receipt of audited accounts of the project.

Loan: up to 50 per cent of the approved cost of a project. Of this, the first instalment, not exceeding the actual cost of acquisition of land is payable when acquisition proceedings are finalised and the compensation becomes payable to owners and the balance in one or two instalments related to the progress of work.

The balance, amounting to about 25 per cent of the total cost of the project, is payable by the State Government or the local bodies concerned, as a matching subsidy, from their own resources.

(2) The loan is advanced at the rate of 4½ per cent interest. The entire loan including the amount of interest is repayable in 30 equated annual instalments.

(3) The responsibility for the repayment of loans is that of the State Government concerned, even though the slum clearance scheme is executed through local bodies or other agencies approved by the State Government.

(4) Quarterly reports on the progress of the slum clearance work should be submitted to the Ministry of Works, Housing and Supply, Government of India.

Procedure

All applications for the grant of loan and subsidy under the slum clearance scheme should be addressed to the Ministry of Works, Housing and Supply, Government of India. These might be initiated by a local body or some other agency designated for the purpose but should carry the recommendation of the State Government concerned. The following papers should be submitted along with the application: (1) site plans of both existing and additional sites;

(2) lay-out plans; (3) building plans; (4) detailed specifications and estimates of the cost of construction and development, and (6) information called for in the questionnaire on the slum clearance scheme prescribed by the Government.

X. PLANNING COMMISSION

1. Assistance to Voluntary Organisations

With a view to (1) enlisting utmost public co-operation to achieve the objectives set out in the Plan, (2) supplementing the allied activities of various Central Ministries in the field of publc co-operation, and (3) assisting the non-official, non-political voluntary organisations already engaged in public co-operation work in extending their activities so as to secure a wider coverage of population, a provision of Rs. 5 crores has been made in the Plan out of which Rs. 1 crore has been made under the Ministry of Irrigation and Power for enlisting public co-operation in irrigation schemes and the balance of Rs. 4 crores is intended for schemes in sectors other than Irrigation.

Types of Schemes

(i) Organisation of public co-operation centres at various levels;

(ii) Auxiliary schemes to secure public co-operation to working schemes already undertaken by either the Central or State Governments;

(iii) Enlargement of public co-operation in the rural sector by village communities through panchayats and co-operatives;

(iv) Mobilisation for voluntary service in groups of villages or in the neighbourhood of irrigation and industrial projects;

(v) Public co-operation aspect of Planning Forums and Seminars;

(vi) Seminars to ensure satisfactory promotion of increased agricultural output;

(vii) Marshalling voluntary services for self-help in rural areas ;

(viii) Building up of small savings; and

(ix) Development of Co-operatives, especially labour co-operatives.

2. Social Welfare

(i) Welfare work in slum areas and more especially in areas where slum schemes are in progress;

(ii) Public Co-operation for prohibition and for other moral or social reforms; and

(iii) Emergency service such as flood and famine relief, etc. (*Apatti Seva*).

3. Training

(a) Technical training of workers in relation to engineering and constructional work and accounts.

(b) General Training.

- (i) Improved agricultural methods;
- (ii) Physical education with special emphasis on *yoga asans;*
- (iii) Health and sanitation including first aid; and
- (iv) Dissemination of information regarding Plan.

4. Research Studies

Research studies may be undertaken in respect of any of the above items.

Conditions of Grant

Where the schemes of Public Co-operation are directly related to a sanctioned development project, the expenditure on such schemes should be debitable to the project provided the project concerned is prepared to meet such expenditure out of its budgetted provision.

(ii) Sanctions for giving grants for implementation of Public Co-operation Schemes relating to items falling

exclusively within the purview of a Central Ministry are issued by the administrative Ministries concerned, the expenditure being met from the lump sum provision made by the Ministry of Finance for Public Co-operation Schemes.

The primary object of a scheme of Public Co-operation should be to (i) assist in the organisation of programme mainly based on the utilisation of voluntary labour and local resources; (ii) create popular enthusiasm; (iii) draw out promising young workers from the general mass of people; and (iv) strengthen local institutions such as panchayats and co-operatives.

The scheme should be so designed as to encourage and promote co-operation between a voluntary organisation, which is well established in an area and the workers in other voluntary organisations.

The Scheme should be implemented in close collaboration and association with the State Government and all necessary administrative arrangements should be made through them and with their help.

The Government may assist the organisation in (i) obtaining tools and equipment; (ii) details of an approved training scheme; and (iii) a grant of an amount up to Rs. 5,000 a year for maintaining its personnel and organisation, with a view to proper planning of operations.

Along the principles described above, work through voluntary organisations may be taken up in 100 areas, of which about one-fourth or one-third may be in urban areas. Those areas should be selected where there are active voluntary organisations at work.

Procedure

All applications for assistance by voluntary organisations under the Central Scheme, accompanied by details of information sought in Appendix II, should be addressed to the Public Co-operation Division, Planning Commission, Government of India, through the State Government concerned. The details of each Scheme should be fully worked out. The Scheme should clearly show the objectives to

be achieved, financial implications, procedure of its implementation and assistance required from the Government of India. It should also be accompanied by the prescribed proforma. Each scheme should be submitted to the Planning Commission separately. Schemes of State branches of voluntary organisations should be first sent to their Central Offices for purposes of co-ordination and then sponsored by the central body.

The Scheme should be intended to serve both urban areas and rural areas. In urban areas, a voluntary organisation can provide the forum for achieving full co-operation between municipal and official workers and non-official workers. In areas which are covered by N.E.S. and C.P., the voluntary organisations should take up such tasks, as form part of the accepted development programme of the area. They should function as agencies of community development in such spheres as may be agreed upon between them and the Block Advisory Committee. These should broadly be of the following kinds :

(i) different local works to be carried out with the help of voluntary labour;

(ii) training of non-officials for panchayat and co-operative work;

(iii) assisting and guiding the people in making effective use of newly created assets such as irrigation; and

(iv) organising rural labour co-operatives for working on small projects within the areas as well as large projects which benefit the region.

The work of voluntary organisations should be fully integrated with the rest of the development programme. Thus, besides taking up specific local works, the programme of voluntary organisations should be educational and promotional and include training schemes for non-official workers. The voluntary organisations should help create conditions in which peoples' organisations like co-operatives and panchayats may succeed more effectively in carrying out the tasks entrusted to them.

II. Assistance for Local Development Works

The Local Development Works programme is intended to cover small schemes designed to improve conditions in the rural areas, such as building a road or a school or improving the drinking water supply. These schemes do not require skilled labour and the idea is that the villagers themselves, through their panchayats and local groups will do the work voluntarily, thereby learning the value of co-operative effort in accomplishing something that will benefit them all. This scheme was initiated as part of the First Five Year Plan and has been continued in the Second Plan. The financial provision for the purpose in the Plan period is Rs. 15 crores.

Types of Schemes

The following types of schemes are eligible for assistance under the Local Development Works programme :

(i) Drinking water supply;

(ii) Permanent works for the improvement of agriculture;

(iii) Permanent works for the improvement of rural sanitation;

(iv) Village roads including small bridges and culverts;

(v) Improvements to school or dispensary buildings where such institutions already exist but are inadequately housed;

(vi) Construction of godowns for storage of goods, provided the benefit accrues to the public generally; and

(vii) Miscellaneous :

(a) Children's parks and public parks.

(b) Playgrounds and open air theatres.

(c) Residential buildings for doctors in a rural dispensary or for school teachers in basic school premises.

The above list is meant to be illustrative rather than

exhaustive. Other schemes which are likely to improve conditions in the countryside or benefit the community as a whole would also be eligible for assistance.

Conditions of Grant

(1) The cost of any one scheme should not exceed Rs. 20,000. The maximum limit of Central assistance has been fixed at Rs. 10,000 for each work. The local contribution in cash or kind or through voluntary labour together with any contribution that the State Government or a local body may make, should be a minimum of 50 per cent of the total cost of each work. The nature of the work should be such as will not involve much recurring expenditure. Where such recurring expenditure is unavoidable, one of the definite conditions of the grant should be that adequate and effective arrangements are made for the maintenance of the works after their execution. Such schemes should be mainly worked out in those parts of the country which do not stand to benefit directly from schemes already included in the Plans of the Central and State Governments. Money should not be expended in buying tools and implements which may be obtained on loan from the P.W.D. or local bodies or hired. Special consideration should be given to the underdeveloped areas.

(2) Payments for approved schemes will normally be made on the satisfactory completion of the work and on the certificate of completion by a Government Liaison Officer to be designated for each scheme. This officer will normally be a district authority of the locality. Before certifying the claim for the grant he will satisfy himself in the most expeditious manner possible that the expenditure claimed has been actually incurred.

(3) All applications for grant should be addressed to the State Government concerned through the local authorities.

APPENDIX I

FORM T.R. 42

Grant-in-Aid Bill

No.

HEAD OF ACCOUNT—

Received the sum of Rs. (   )

being the grant-in-aid for the periods—

sanctioned by——in his letter

No.——dated——(copy enclosed).

Signature

Dated——

Designation

Countersigned for Rs.——

Signature

Designation

Date——

For use in Treasury

Pay Rs. ( )

Examined.

Treasury Officer.

Date————————

Treasury Accountant

For use in Accountant General's Office

Admitted Rs. ————————

Objected to Rs. ————————

Reason of objection————————

Auditor Superintendent Gazetted Officer

APPENDIX II

PROFORMA

Particulars regarding non-official, non-political voluntary all-India organisations

1. Name.
2. Full address.
3. When was it established?
4. Is it a registered body?
5. Branches and affiliations, if any.
6. Aims and objects (a copy of the constitution should be enclosed).
7. Programmes and activities (details of the activities that have been taken up and|or are proposed to be taken up during the current financial year and the next financial year to be shown separately, indicating also the total cost of the programme and the financial assistance required from the Planning Commission).
8. Financial position and standing among the public.
9. Does it get any grant(s)-in-aid either from Central Government or State Government or Local Bodies or Central Social Welfare Board or similar Organisation? If so, particulars in respect of grant(s) so received annually :
   - (a) Amount of grant (s) in each case;
   - (b) Source;
   - (c) Purpose (s) of grant (s); and
   - (d) Conditions on which the grant (s) has|have been made.
10. Arrangements made for regulating and accounting the expenditure from grant-in-aid.
11. Nature of public co-operation activities in which the organisation is particularly interested.

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